

**BOARD OF SELECTMEN**

**221 MAIN STREET  
BOYLSTON, MA 01505**

**PAID**

**U.S. POSTAGE**

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Boylston, MA**

**MAIL TO:**

**POSTAL PATRON LOCAL  
BOYLSTON, MA 01505**

**THE COMMONWEALTH OF MASSACHUSETTS**

**Town of Boylston, Massachusetts**

**May 6, 2019 Special Town Meeting Warrant  
(Immediately preceding the Annual Town Meeting)**

**May 6, 2019 Annual Town Meeting Warrant**

**May 13, 2019 Annual Town Election**

**Note: The warrant is available in large print upon request at the Selectmen's Office**

**WARRANT FOR A SPECIAL TOWN MEETING**

Monday, May 6th, 2019,

The first Monday of May, at seven o'clock (7:00) P.M. at the

Tahanto Regional High School Auditorium.  
1001 Main Street, Boylston MA

**Immediately preceding the Annual Town Meeting to transact fiscal year end 2019 Town business.**

**MAY 6, 2019**

THE COMMONWEALTH OF MASSACHUSETTS

**WORCESTER: SS**

**BOYLSTON**

To either of the Constables of the Town of Boylston in the County of Worcester within The Commonwealth aforesaid:

**GREETING:**

In the name of The Commonwealth of Massachusetts, you are hereby directed to notify the inhabitants of the Town of Boylston aforesaid, qualified to vote in elections and Town affairs, to meet at the following places and times for the following purposes:

**SPECIAL TOWN MEETING** In accordance with the above notice and Article III, Section 1 of the Town of Boylston By-Laws, the following articles will be considered on **Monday, May 6<sup>th</sup>, 2019, the first Monday of May, at seven o'clock (7:00) P.M. at the Tahanto Regional High School Auditorium, 1001 Main Street, Boylston MA.**

**ARTICLE 1.** To elect a temporary Moderator

**ARTICLE 2.** To see if the Town will vote to transfer any unexpended balances of Fiscal Year 2019 appropriations, hitherto made to other accounts;

Or act any other way thereon.

**Sponsor:** Board of Selectmen

**Finance Committee Recommendation:** will be made at the Town Meeting

To transact any other business that may legally come before this meeting.

And you are hereby directed to serve this Warrant by posting up attested copies thereof, one at the Municipal Office Building (Town Hall), one at the Boylston Post Office, one at the Public Library and one at the Boylston Light Department over fourteen (14) days and two (2) Sabbath days at least before the time of holding said meeting.

Hereof, fail not and make return of this Warrant with your doings thereon to the Town Clerk at the time and place of the meeting aforesaid.

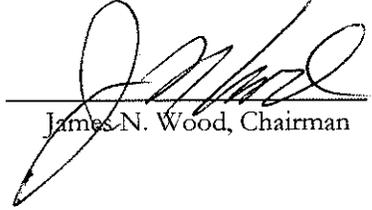
Given our hands this Eighth (8<sup>th</sup>) day of April, 2019 AD.

**Board of Selectmen for the Town of Boylston**



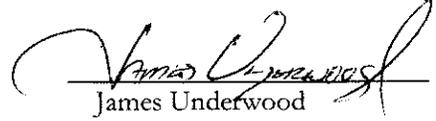
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Michael May



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James N. Wood, Chairman



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James Underwood

**WARRANT FOR THE ANNUAL TOWN MEETING  
MAY 6, 2019**

THE COMMONWEALTH OF MASSACHUSETTS

**WORCESTER: SS**

**BOYLSTON**

To either of the Constables of the Town of Boylston in the County of Worcester within The Commonwealth aforesaid:

**GREETING:**

In the name of The Commonwealth of Massachusetts, you are hereby directed to notify the inhabitants of the Town of Boylston aforesaid, qualified to vote in elections and Town affairs, to meet at the following places and times for the following purposes:

**1. ANNUAL TOWN MEETING – MAY 6, 2019**

on the **First (1<sup>st</sup>) Monday, of May AD, 2019 at seven-ten (7:10) P.M., at the **Tahanto Regional High School Auditorium, 1001 Main Street, Boylston MA**, to take any action relative to the business of the Town as set forth in Articles one (1) through thirty-six (36) of this Warrant; and at its adjournment, which shall be upon completion of Town Meeting action upon all articles listed on the Warrant.**

**2. ELECTION AND BALLOT – MAY 13, 2019**

on **Monday, the thirteenth (13<sup>th</sup>) of May AD, 2019**, to vote by ballot at the Town's annual election, at the Boylston Town Hall, at the Hillside Municipal Complex located at 221 Main Street within the Town of Boylston, **with polls opening at twelve o'clock (12:00) noon and closing at eight o'clock (8:00) P.M.** on the following:

**\*ARTICLE 36.** To vote by official ballot for the necessary Town Officers, namely:

One Board of Health member for three (3) years; One Municipal Light Board member for three (3) years; Three Library Trustees, two for three (3) years each and one for two (2) years of an unexpired term; One Cemetery Commissioner for three (3) years; Three Parks & Recreation members, one for three (3) years, one for one (1) year of an unexpired term, and one (1) for two (2) years of an unexpired term ; One School Committee member for three (3) years; a Town Moderator for three (3) years.

**ARTICLE 1.** To elect a temporary Moderator

**\*ARTICLE 2.** To see if the Town will vote to authorize the Board of Selectmen to choose all necessary Town officers; or act in any other way thereon.

**Sponsor:** Board of Selectmen

**\*ARTICLE 3.** To hear and act upon the reports of Town officials and committees; or act in any other way thereon.

**Sponsor:** Board of Selectmen

**\*ARTICLE 4.** To see if the Town will vote to authorize the Board of Selectmen to employ Counsel where, in their judgment, it may be necessary; or act in any other way thereon.

**Sponsor:** Board of Selectmen

**\*ARTICLE 5.** To see if the Town will vote to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow money from time to time in anticipation of revenue of the financial fiscal year beginning July 1, 2019 and ending June 30, 2020, and to issue a note or notes therefor and to renew any note or notes as may be given for a period of less than one (1) year in accordance with Chapter 44 of the General Laws; or act in any other way thereon.

**Sponsor:** Board of Selectmen

**Finance Committee comments:** Finance Committee recommends approval.

**\*ARTICLE 6.** To see if the Town will vote to authorize the Trustees of the Public Library to appoint such officers and employees as may be necessary for the fiscal year beginning July 1, 2019, and to fix the compensation therefor, consistent with the Personnel Plan; or act in any other way thereon.

**Sponsor:** Library Trustees

**\*ARTICLE 7.** To see if the Town will vote to authorize the Commissioners of the Cemetery to appoint such officers and employees as may be necessary for the fiscal year beginning July 1, 2019, including the appointment of a Cemetery Superintendent, and to fix the compensation therefor, consistent with the Personnel Plan; or act in any other way thereon.

**Sponsor:** Cemetery Commission

**\*ARTICLE 8.** To see if the Town will vote to authorize the Planning Board to appoint such officers and employees as may be necessary for the fiscal year beginning July 1, 2019, and to fix the compensation therefor, consistent with the Personnel Plan; or act in any other way thereon.

**Sponsor:** Planning Board

**\*ARTICLE 9.** To see if the Town will vote to appropriate the money received from the Commonwealth of Massachusetts as a Library grant-in-aid for the purpose of purchasing books and other items at the discretion of the Library Trustees; or act in any other way thereon.

**Sponsor:** Library Trustees

**Finance Committee comments:** Finance Committee recommends approval.

**\*ARTICLE 10.** To see if the Town will vote that the income from sales of electricity to private consumers, or for electricity supplied to municipal buildings or for municipal power, and from jobbing during the current fiscal year, be appropriated for the Municipal Lighting Plant, the whole to be expensed by the manager of the Municipal Lighting Plant, under the direction and control of the Municipal Light Board, for the expense of the

plant for said fiscal year, as defined in Section 57 of Chapter 164 of the General Laws; and for the purchase, sale, installation and servicing of merchandise and equipment in accordance with the provisions of Chapter 235 of the Acts of 1937; and for any out of state travel expense in accordance with the provisions of Section 5 of Chapter 40 of the General Laws, and if said sum and income shall exceed said expense for the fiscal year, such excess shall be transferred to the Construction Fund of said plant and appropriated and used for such additions thereto as may thereafter be authorized by the Municipal Light Board; and fix the compensation of the Municipal Light Board members for the fiscal year beginning July 1, 2019, as provided by Section 4A of Chapter 41 of the General Laws, as follows: Chairman - \$800.00 and two (2) members - \$800.00 each, a total of \$2400.00, and such compensation to be paid from the operating account of the Municipal Light Plant; or act in any other way thereon.

**Sponsor:** Municipal Light Board

**Finance Committee comments:** Finance Committee recommends approval.

**\*ARTICLE 11.** To see if the Town will vote to accept any highway funds from State or Federal agencies, to authorize the Board of Selectmen to enter into agreements with MassDOT – Highway Division, so-called, and to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow from time to time during the fiscal year beginning July 1, 2019, in anticipation of reimbursement of said highway assistance, in conformity with the provisions of Section 6A of Chapter 44 of the General Laws, for maintenance, repair, construction of Town roads and programs consistent with Chapter 90 funds, to be expended by the Highway Department; or act in any other way thereon.

**Sponsor:** Highway Superintendent

**Finance Committee comments:** Finance Committee recommends approval.

**ARTICLE 12.** To see if the Town will vote as follows:

1. To amend Article I of the Town’s General By-Laws, entitled “General Provisions”, Section 5, “Departmental Revolving Funds”, follows:
  - (a) In Section 5.05, in the Table of Authorized Revolving Funds, in the line for the Planning Board Filing Fee Revolving Fund, under column D, “Program or Activity Expenses Payable from Fund”, revise the text to read as follows (new text shown in *italics*):

A. Revolving Fund	B. Department, Board, Committee, Agency or Officer Authorized to Spend from Fund	C. Fees, Charges or Other Receipts Credited to Fund	D. Program or Activity Expenses Payable From Fund	E. Restrictions or Conditions on Expenses Payable From Fund	F. Other Requirements/ Reports	G. Fiscal Years
Planning Board Filing Fees	Planning Board	Engineering review fees and advertising fees charged to applicants.	To pay for engineering review and advertising costs associated with the review of plans and applications; <i>to pay for wages salaries and the costs of fringe</i>	None, other than as set forth in this Bylaw.	None, other than as set forth in this Bylaw and by Town Meeting vote.	Fiscal Year 2019 and subsequ ent years.

			<i>benefits associated with the wages or salaries paid for the Planning Board Employee(s); to pay for police details.</i>			
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(b) In Section 5.05, in the Table of Authorized Revolving Funds, insert a new revolving fund, after the Senior Van Revolving Fund, to read as follows:

<b>A. Revolving Fund</b>	<b>B. Department, Board, Committee, Agency or Officer Authorized to Spend from Fund</b>	<b>C. Fees, Charges or Other Receipts Credited to Fund</b>	<b>D. Program or Activity Expenses Payable From Fund</b>	<b>E. Restrictions or Conditions on Expenses Payable From Fund</b>	<b>F. Other Requirements/ Reports</b>	<b>G. Fiscal Years</b>
Septic System Inspection Fund	Board of Health	Fees and charges received by the Board of Health from applications for the review of plans, documents and inspection(s) of proposed and/or permitted septic systems and any other permissible on-site disposal system.	To pay costs for engineering review, legal support, and any other oversight or review services as deemed necessary by the Board of Health in reviewing or inspecting proposed or existing septic systems or other on-site disposal systems.	None, other than as set forth in this Bylaw.	None, other than as set forth in this Bylaw and by Town Meeting vote.	Fiscal Year 2020 and subsequent years

2. To set the limits on the total amounts that may be expended from each of the Town's revolving funds in Fiscal Year 2019, pursuant to M.G.L. Chapter 44, Section 53E1/2, as follows:

<b>Fund:</b>	<b>Maximum Amount Expendable:</b>
Cemetery	\$30,000.00
Conservation Commission	\$10,000.00
Vaccine Clinics	\$3,000.00
Planning Board Filing Fees	\$20,000.00
Senior Van	\$3,500.00
Septic System Inspection Fund	\$12,000

Or act in any other way thereon.

**Sponsor:** Board of Selectmen

**Finance Committee comments:** Finance Committee recommends approval.

**ARTICLE 13.** To see if the Town will vote to fix the compensation for the following Town Officers: three (3) Selectmen, Town Clerk, Moderator, three (3) Assessors, three (3) School Committee members, three (3) Board of Health members, three (3) Cemetery Commissioners, five (5) Planning Board members, all in accordance with the recommendations of the Finance Committee, and to instruct the Selectmen or other boards to fix a given compensation for the persons hired or appointed by such boards;

Selectmen, Chair	<b>\$1,598</b>	2 members each at \$ <b>1,330</b>
Town Clerk	<b>\$35,821</b>	plus fees
Town Moderator	\$15	
Assessors, Chair	<b>\$1,655</b>	2 members each at \$ <b>1,104</b>
Board of Health, Chair	<b>\$325</b>	2 members each at \$ <b>217</b>
Cemetery Commission, Chair	<b>\$249</b>	2 members each at \$ <b>188</b>
Planning Board, Chair	<b>\$410</b>	4 members each at \$ <b>65</b>
Planning Board, Vice-Chair	<b>\$64</b>	
Planning Board Clerk	<b>\$66</b>	

Or act in any way thereon.

**Sponsor:** Board of Selectmen

**Finance Committee comments:** Finance Committee recommends approval.

**ARTICLE 14.** To see if the Town will vote to amend the Town's Personnel Plan and By-laws by replacing Schedules A, B and C with the following; or act in any other way thereon.: (proposed changes are in **bold**)

**Section 15:** Classification Schedule Amended May 2019 - Effective July 1, 2019

<u>Classification</u>	<u>Position Status</u>	<u>Grade</u>	<u>Hourly Rates</u>	
			<u>Min.</u>	<u>Max.</u>
Library Page	Hourly		<b>12.00</b>	<b>12.32</b>
Election Worker	Hourly		<b>12.00</b>	<b>12.32</b>
Town Meeting Checker	Hourly		<b>12.00</b>	<b>12.32</b>
Election Clerk	Hourly		<b>12.00</b>	<b>12.00</b>
Election Warden	Hourly		<b>12.00</b>	<b>12.00</b>
Clerical	Special Temp		<b>12.00</b>	<b>12.32</b>
Library Housekeeper	Special Part Time		<b>12.00</b>	<b>12.37</b>
Asst. Laborer	Special Hourly	2		
Library Asst./Sr. Technician	Reg. Part Time	3		
Laborer/Custodian	Reg. Full Time	3		
Emergency Medical Technician	Hourly	3 + \$500		
Firefighter	Hourly	3 + \$300		
Fire Lieutenant	Hourly	3 + \$200		
Asst. Town Clerk	Special Part Time	5		
Police Service Aide	Hourly	5		
Asst. Inspector/Electrician	Hourly	5		
Assessor's Clerk	Reg. Part Time	5		
Children's Librarian	Reg. Part Time	5		
COA Co-ord./Community Outreach	Reg. Part Time	5		
P&R Program Coordinator	Reg. Full Time	5		
Equipment Operator/Laborer I	Reg. Full Time	6		
Facilities Technician	Reg. Full Time	6		
Assistant Treasurer/Collector	Reg. Part Time	6		

Assistant Library Director	Reg. Part Time	7
Admin Asst. to Board of Assessors	Reg. Part Time	7
Admin Asst. to Highway Superintendent	Reg. Part Time	7
Equipment Operator/Mechanic	Reg. Full Time	7
<b>Equipment Operator/Laborer II</b>	<b>Reg. Full Time</b>	<b>8</b>
Working Foreman	Reg. Full Time	8
Admin Asst. to Health & Conservation	Reg. Part Time	8
Town Treasurer/Collector	Reg. Full Time	9
Foreman	Reg. Full Time	9
Building Inspector	Salaried	10
Library Director	Salaried	11
Highway/Cemetery Superintendent	Salaried	12 + \$845
Fire Chief	Salaried	Contract
Police Chief	Salaried	Contract
Town Administrator	Salaried	Contract

**Schedule B: Salary Compensation Schedule**

<b>Grade</b>	<b>Min</b>	<b>Mid</b>	<b>Max</b>
1	\$12.00	\$14.10	\$16.19
2	\$13.04	\$15.42	\$17.78
3	\$14.14	\$16.67	\$19.20
4	\$15.21	\$17.94	\$20.65
5	\$16.46	\$19.36	\$22.25
6	\$17.79	\$20.93	\$24.07
7	\$19.25	\$22.60	\$25.96
8	\$20.74	\$24.40	\$28.05
9	\$22.44	\$26.35	\$30.24
10	\$24.23	\$28.47	\$32.73
11	\$26.21	\$30.77	\$35.33
12	\$28.24	\$33.18	\$38.13
13	\$30.50	\$35.84	\$41.18
14	\$32.91	\$38.69	\$44.46
15	\$35.59	\$41.80	\$48.01
16	\$38.42	\$45.13	\$51.84
17	\$41.48	\$48.76	\$56.03
18	\$44.71	\$52.60	\$60.48

**Schedule C: Salary Compensation Schedule-**

<u>Job Title</u>	<u>Annual Salary</u>
Chairman, Registrar of Voters	\$812
Director of Veteran's Services	\$235
Electrical Inspector	\$9,415
Assistant Electrical Inspector	\$715
Plumbing Inspector	\$13,530
Assistant Plumbing Inspector	\$927
Gas Inspector	\$6,596
Assistant Gas Inspector	\$285
Registrar of Voters	\$315
Health Agent	\$45,210
Dog Officer	\$2,543
Animal Inspector	\$1,463
Nurse	1,500
Vital Stat Clerk	200
Tree Warden	1,373

**Sponsor:** Board of Selectmen

**Finance Committee comments:** Finance Committee recommends approval.

**ARTICLE 15.** To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$25,000.00 to the Other Post-Employment Benefits (OPEB) Liability Trust Fund; or act in any other way thereon.

**Sponsor:** Board of Selectmen

**Finance Committee comments:** Finance Committee recommends approval.

**ARTICLE 16.** To see if the Town will vote to transfer from available funds in the Treasury and appropriate the sum of \$11,328 for the purpose of funding the Town's 5% matching portion of the FEMA Assistance to Firefighters Grant for the purchase of new self-contained breathing apparatus and an air compressor/fill station for the Fire Department; or act in any other way thereon

**Sponsor:** Fire Department

**Finance Committee comments:** Finance Committee recommends approval.

**ARTICLE 17.** To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$56,691 for the purpose of purchasing a 6000 psi air compressor/fill station for the Fire Department; or act in any other way thereon

**Sponsor:** Fire Department

**Finance Committee comments:** Finance Committee recommends approval.

**ARTICLE 18.** To see if the Town will vote to transfer from the Ambulance Receipts Reserved Account and appropriate a sum of \$70,000 to the Fire Department budget to supplement that portion of the operating budget associated with ambulance operations; or act in any other way thereon.

**Sponsor:** Fire Department

**Finance Committee comments:** Finance Committee recommends approval.

**ARTICLE 19.** To see if the Town will vote to transfer from available funds in the Treasury and appropriate the sum of \$87,796 from the Ambulance Receipts Reserved Account; such funds to be used for the final payment of a three-year lease/purchase of a replacement ambulance for the Fire Department; or act in any other way thereon.

**Sponsor:** Fire Department

**Finance Committee comments:** Finance Committee recommends approval.

**ARTICLE 20.** To see if the Town will vote to transfer from available funds in the Treasury and appropriate the sum of \$129,111 to pay the final payment of a five-year lease/purchase of a replacement ladder truck for the Fire Department; or act in any other way thereon.

**Sponsor: Fire Department**

**Finance Committee comments:** Finance Committee recommends approval.

**ARTICLE 21.** To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$400,000 for the purpose of funding Phase II of the construction of a new roadway to connect Route 140 and School/Cross Streets and to make improvements to School and Cross Streets; or act in any other way thereon.

**Sponsor: Board of Selectmen:**

**Finance Committee comments:** Finance Committee recommends approval.

**ARTICLE 22.** To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$15,000 to fund the Vision software upgrade for the Assessor's office; or act in any other way thereon

**Sponsor: Board of Selectmen**

**Finance Committee comments:** Finance Committee recommends approval.

**ARTICLE 23.** To see if the Town will transfer from available funds in the Treasury and appropriate a sum not to exceed \$100,000 for the purpose of providing maintenance and paving of Town roads; or act in any other way thereon.

**Sponsor:** Board of Selectmen

**Finance Committee comments:** Finance Committee recommends approval.

**ARTICLE 24.** To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$50,000 for the purpose of purchasing a used bucket truck for the Tree Warden to assist in tree removal; or act in any other way thereon.

**Sponsor: Finance Committee**

**Finance Committee comments:** Finance Committee recommends approval.

**ARTICLE 25.** To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$10,925 for the purpose of purchasing and equipping a "Speed Trailer" for the Police Department; or act in any other way thereon.

**Sponsor: Police Department**

**Finance Committee comments:** Recommendation will be made at Town Meeting

**ARTICLE 26.** To see if the Town will vote to approve the establishment of a Special Education Reserve Fund at Berlin-Boylston Regional School District, as permitted by, and in accordance with MGL Chapter 40, Section 13E, to be utilized in the upcoming fiscal years, to pay, without further appropriation, for unanticipated or unbudgeted costs of special education, out-of-district tuition, or special education transportation; or act in any other way thereon.

**Sponsor: School Department**

**Finance Committee comments:** Finance Committee recommends approval.

**ARTICLE 27:** To see if the Town will vote to transfer from the Town's sale of real estate fund and appropriate a sum not to exceed \$170,000 for the purpose of completing additional renovations at the Police Station; or act in any other way thereon.

**Sponsor: Board of Selectmen**

**Finance Committee comments:** Finance Committee recommends approval.

**ARTICLE 28.** To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$35,000 for the purpose of completing additional renovations at the Town House; or act in any other way thereon.

**Sponsor: Board of Selectmen**

**Finance Committee comments:** Finance Committee recommends approval.

**ARTICLE 29.** To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$10,000 for the purpose of updating the Town’s Open Space and Recreation Plan; or act in any other way thereon.

**Sponsor: Board of Selectmen**

**Finance Committee comments:** Finance Committee recommends approval.

**ARTICLE 30.** To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$9,000 for the purpose of hiring an independent appraisal firm to conduct a valuation for the property at 1 Pine Hill Drive; or act in any other way thereon.

**Sponsor: Board of Selectmen**

**Finance Committee comments:** Finance Committee recommends approval.

**ARTICLE 31.** To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum not to exceed \$58,568 for the purpose of reducing the FY20 Regional School District Assessment; or act in any other way thereon.

**Sponsor: Finance Committee**

**Finance Committee comments:** Finance Committee recommends approval.

**ARTICLE 32.** To see if the Town will vote to transfer from available funds in the Treasury and appropriate a sum of money and direct the Board of Assessors to utilize the same to reduce the tax rate for the fiscal year beginning on July 1, 2019; or act in any other way thereon

**Sponsor: Finance Committee**

**Finance Committee comments:** Finance Committee recommends approval.

**ARTICLE 33.** To see if the Town will vote to make revisions to Article VI, Section 11, Animal Control, of the General By-Laws as follows:

- In Section 11.2: Delete Section 11.2 and insert the following:  
“No fee shall be charged for the license of a service animal as defined by the Americans with Disabilities Act or regulations promulgated thereunder. No license fee or portion thereof shall be refunded because of the subsequent death, loss, spaying, or removal from the commonwealth or other disposal of the dog, nor shall a license fee or portion thereof paid by mistake be paid or recovered after it has been paid over to the Town.” (Chapter 140, Sections 139 and 147)
- In Section 11.8: Delete Section 11.8 and insert the following:  
“Pursuant to the provisions of Section 139 of Chapter 140 of Massachusetts General Laws, the annual fee to be charged by the Town of Boylston for the issuance of Licenses for dogs shall be as follows:

(a.)	Spayed females and neutered males:	\$10.00
(b.)	Unspayed females and intact males:	\$15.00
(c.)	Kennel License (four dogs):	\$50.00

Each dog thereafter the initial four dogs shall increase the kennel license fee by \$15.00 per animal.

A license is valid for one calendar year from January 1<sup>st</sup> to December 31<sup>st</sup>. The Town of Boylston shall charge a late fee of \$10.00 for any dog the age of three months or older which is not licensed by April 1<sup>st</sup> of the current year.”

**Sponsor: Town Clerk**

**ARTICLE 34.** To see if the Town will vote to accept the following:

No developer, investor, real estate agent/employee, owner or partner in any firm who could benefit from and/or is involved in any construction/development of land or property in Boylston, while they are actively employed or invested in such business, shall sit on the following boards:

Selectmen

Planning

Earth Removal

Or any other board, committee, or position that would cause a conflict of interest

**Sponsor: Citizen’s Petition**

**ARTICLE 35.** To see if the Town will vote to raise and appropriate or transfer from available funds in the Treasury such sums as may be necessary to defray and pay all Town debts and charges and appropriate the same as the Town sees fit for the fiscal year beginning on July 1, 2019, and to fix the compensation and salaries of all Town Officers, as may be shown in whole or in part by the Town Budget, so-called, as shown in the Fiscal Year 2020 Report of the Finance Committee; or act in any other way thereon.

**Sponsor:** Board of Selectmen

**Finance Committee comments:** Finance Committee recommends approval.

To transact any other business that may legally come before this meeting; or act in any other way thereon.

And you are hereby directed to serve this Warrant by posting up attested copies thereof, one at the Municipal Office Building (Town Hall), one at the Boylston Post Office, one at the Public Library and one at the Boylston Light Department over seven (7) days and two (2) Sabbath days at least before the time of holding said meeting.

Hereof, fail not and make return of this Warrant with your doings thereon to the Town Clerk at the time and place of the meeting aforesaid.

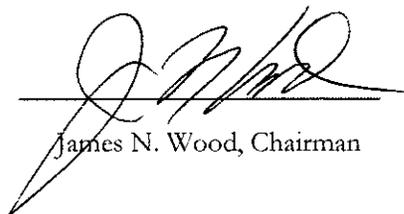
Given our hands this Eighth (8<sup>th</sup>) day of April, 2019 AD.  
Board of Selectmen for the Town of Boylston

**Board of Selectmen for the Town of Boylston**



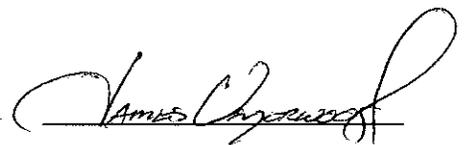
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Michael May



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James N. Wood, Chairman



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James Underwood

<u>Acct. #</u>	<u>Department</u>	<u>Approved FY 2019 Budget</u>	<u>Proposed FY 2020 Budget</u>	<u>% Difference from FY19</u>
<b><u>GENERAL GOVERNMENT</u></b>				
<b>SPECIAL TOWN MEETINGS (113):</b>				
5780	Special Town Meeting Notices	1,900	1,900	0.0%
<b>Total Special Town Meetings</b>		<b>\$1,900</b>	<b>\$1,900</b>	<b>0.0%</b>
<b>MODERATOR (114):</b>				
5110	Moderator Salary	15	15	0.0%
<b>Total Moderator</b>		<b>\$15</b>	<b>\$15</b>	<b>0.0%</b>
<b>BOARD OF SELECTMEN (122):</b>				
5110	Selectmen Salary	4,157	4,261	2.5%
5111	Administrative Assistant	54,034	55,385	2.5%
5112	Town Administrator Salary	120,000	93,500	-22.1%
5113	Human Resources Administrator	16,477	16,889	2.5%
5780	Selectmen General Expenses	16,190	16,115	-0.5%
5385	Town Audit	17,000	19,618	15.4%
<b>Total Board of Selectmen</b>		<b>\$227,858</b>	<b>\$205,768</b>	<b>-9.7%</b>
<b>FINANCE COMMITTEE (131):</b>				
5780	Finance Committee Expenses	400	400	0.0%
<b>Total Finance Committee</b>		<b>\$400</b>	<b>\$400</b>	<b>0.0%</b>
<b>RESERVE FUND (132):</b>				
5785	Reserve Fund	60,000	100,000	66.7%
<b>Total Reserve Fund</b>		<b>\$60,000</b>	<b>\$100,000</b>	<b>66.7%</b>
<b>TOWN ACCOUNTANT (135):</b>				
5300	Accountant Salary	39,975	40,974	2.5%
5780	Accountant Expenses	10,000	10,000	0.0%
<b>Total Town Accountant</b>		<b>\$49,975</b>	<b>\$50,974</b>	<b>2.0%</b>
<b>BOARD OF ASSESSORS (141):</b>				
5110	Members Salaries	3,770	3,864	2.5%
5111	Clerk Salary	32,756	33,575	2.5%
5112	Clerical Wages or Services	25,086	25,714	2.5%
5780	Expenses	28,795	36,880	28.1%
5301	Appraisal Expense	9,500	18,500	94.7%
5202	Dicentennial Appraisal	0	30,000	0.0%
5801	Triennial Property Revaluation	0	0	0.0%
<b>Total Board of Assessors</b>		<b>\$99,907</b>	<b>\$148,533</b>	<b>48.7%</b>
<b>TREASURER/COLLECTOR (145,146):</b>				
5110	Treasurer Salary	74,506	76,369	2.5%
5110	Treasurer/Collector Stipend	1,000	1,000	0.0%
5111	Clerical Wages	31,702	32,495	2.5%
5780	Expenses	42,661	41,161	-3.5%
<b>Total Treasurer</b>		<b>\$149,870</b>	<b>\$151,025</b>	<b>0.8%</b>
<b>TOWN COUNSEL (151):</b>				

<u>Acct. #</u>	<u>Department</u>	<u>Approved FY 2019 Budget</u>	<u>Proposed FY 2020 Budget</u>	<u>% Difference from FY19</u>
5110	Town Counsel Retainer			
5780	Town Counsel Expense	75,000	80,000	6.7%
<b>Total Town Counsel</b>		<b>\$75,000</b>	<b>\$80,000</b>	<b>6.7%</b>
<b>PERSONNEL BOARD (152):</b>				
5780	Personnel Board Expense			
Total Personnel Board				
<b>TAX TITLE CUSTODIAN (158):</b>				
5780	Tax Title Custodian Expense	1,050	1,050	0.0%
<b>Total Tax Title Custodian</b>		<b>\$1,050</b>	<b>\$1,050</b>	<b>0.0%</b>
<b>TOWN CLERK (161):</b>				
5110	Town Clerk Salary	34,947	35,821	2.5%
5111	Clerical Wages	11,993	12,292	2.5%
293-5110	Parking Clerk	260	260	0.0%
5780	Expenses	1,880	1,915	1.9%
<b>Total Town Clerk</b>		<b>\$49,080</b>	<b>\$50,288</b>	<b>2.5%</b>
<b>ELECTIONS/REGISTRATIONS (162):</b>				
5110	Salaries	5,271	4,284	-18.7%
5780	Expenses	5,350	3,600	-32.7%
<b>Total Elections/Registrations</b>		<b>\$10,621</b>	<b>\$7,884</b>	<b>-25.8%</b>
<b>CONSERVATION COMMISSION (171):</b>				
5111	Salary	22,696	23,264	2.5%
5780	Expenses	550	2,650	381.8%
5781	Stormwater Management	20,000	20,000	0.0%
5300	Engineering Fees			
<b>Total Conservation Commission</b>		<b>\$43,246</b>	<b>\$45,914</b>	<b>6.2%</b>
<b>PLANNING BOARD (175):</b>				
5110	Members Salaries	588	603	2.5%
5111	Official Clerk Salary	64	65	2.5%
5112	Administrative Assistant Wages	11,193	9,182	-18.0%
5350	Consulting Services			
5780	Expenses	2,050	2,050	0.0%
<b>Total Planning Board</b>		<b>\$13,895</b>	<b>\$11,900</b>	<b>-14.4%</b>
<b>OTHER GENERAL GOVERNMENT:</b>				
5780	Earth Removal Board Expense (173)	100	500	400.0%
5780	Tri Town Hazardous Waste Project	2,500	2,885	15.4%
5780	Municipal Office Expenses (192)	42,040	43,494	3.5%
5380	Town Reports (195)	2,000	2,308	15.4%
5780	Employee Physical Examinations (919)	500	500	0.0%
5780	Town House Expense (196)	17,700	18,430	4.1%
5780	Town Garage Expense (197)	22,500	22,700	0.9%
5699	CMRPC Assessment (000)	1,500	1,730	15.3%
5240	Repairs to Town Buildings (198)	0	0	#DIV/0!
<b>Total Other General Government</b>		<b>\$88,840</b>	<b>\$92,547</b>	<b>4.2%</b>

<u>Acct. #</u>	<u>Department</u>	<u>Approved FY 2019 Budget</u>	<u>Proposed FY 2020 Budget</u>	<u>% Difference from FY19</u>
<b>TOTAL GENERAL GOVERNMENT</b>		<b>\$871,656</b>	<b>\$948,198</b>	<b>8.8%</b>
<b><u>PUBLIC SAFETY</u></b>				
<b><u>POLICE (210):</u></b>				
5110	Salaries and Wages	944,149	1,056,251	11.9%
5780	Expenses	108,842	161,363	48.3%
<b>Total Police</b>		<b>\$1,052,991</b>	<b>\$1,217,614</b>	<b>15.6%</b>
<b><u>FIRE (220):</u></b>				
5110	Salaries and Wages	328,833	339,524	3.3%
5780	Expenses	67,254	70,309	4.5%
5880	Fire Truck Lease	129,111	0	-100.0%
<b>Total Fire</b>		<b>\$525,198</b>	<b>\$409,833</b>	<b>-22.0%</b>
<b><u>FIRE/POLICE/AMB. DISPATCH (230):</u></b>				
5110	Salaries and Wages	248,062	254,213	2.5%
5780	Expenses	14,500	14,974	3.3%
<b>Total Dispatch</b>		<b>\$262,562</b>	<b>\$269,187</b>	<b>2.5%</b>
<b><u>BUILDING INSPECTOR (241):</u></b>				
5110	Building Inspector Services	47,000	57,000	21.3%
5111	Clerical Wages	21,956	22,953	4.5%
5780	Expenses	1,850	5,200	181.1%
<b>Total Building Inspector</b>		<b>\$70,806</b>	<b>\$85,153</b>	<b>20.3%</b>
<b><u>GAS INSPECTOR (242):</u></b>				
5110	Gas Inspector Salary	6,713	6,713	0.0%
5780	Gas Inspector Expenses	800	850	6.3%
<b>Total Gas Inspector</b>		<b>\$7,513</b>	<b>\$7,563</b>	<b>0.7%</b>
<b><u>PLUMBING INSPECTOR (243):</u></b>				
5110	Plumbing Inspector Salary	14,104	14,457	2.5%
5780	Plumbing Inspector Expenses	0	0	#DIV/0!
<b>Total Plumbing Inspector</b>		<b>\$14,104</b>	<b>\$14,457</b>	<b>2.5%</b>
<b><u>WIRING INSPECTOR (245):</u></b>				
5110	Wiring Inspector Salary	9,882	10,129	2.5%
5780	Expenses	1,000	1,500	50.0%
<b>Total Wiring Inspector</b>		<b>\$10,882</b>	<b>\$11,629</b>	<b>6.9%</b>
<b>Total Building Department</b>		<b>\$103,305</b>	<b>\$118,802</b>	<b>15.0%</b>
<b><u>DOG OFFICER (292):</u></b>				
5110	Dog Officer Wages	2,481	2,543	2.5%
5780	Expenses	1,100	1,100	0.0%
<b>Total Dog Officer</b>		<b>\$3,581</b>	<b>\$3,643</b>	<b>1.7%</b>
<b><u>OTHER PUBLIC SAFETY:</u></b>				
5110	Tree Warden Salary (294)	1,339	1,372	2.5%
5780	Tree Warden Expense (294)	12,500	12,500	0.0%

<u>Acct. #</u>	<u>Department</u>	<u>Approved FY 2019</u> <u>Budget</u>	<u>Proposed FY 2020</u> <u>Budget</u>	<u>%</u> <u>Difference</u> <u>from FY19</u>
	Total Other Public Safety	\$13,839	\$13,872	0.2%
<b>TOTAL PUBLIC SAFETY</b>		<b>\$1,961,476</b>	<b>\$2,032,951</b>	<b>3.6%</b>

**EDUCATION**

**ELEMENTARY SCHOOL (320):**

5110	School Committee Salary	200	0	-100.0%
5510	Elementary Education	3,084,291	3,093,313	0.3%
	Capital Assessment	0	32,500	#DIV/0!
<b>Total Elementary School</b>		<b>3,084,491</b>	<b>3,125,813</b>	<b>1.3%</b>

**REGIONAL DISTRICT (340):**

5651	Regular Assessment	4,656,643	5,046,312	8.4%
	Capital Assessment	1,099,572	1,146,173	4.2%
<b>Total Regional District</b>		<b>\$5,756,215</b>	<b>\$6,192,485</b>	<b>7.6%</b>

**VOCATIONAL EDUCATION (345):**

5320	Tuition	423,948	421,400	-0.6%
5380	Transportation	48,495	49,950	3.0%
<b>Total Vocational Education</b>		<b>\$472,443</b>	<b>\$471,350</b>	<b>-0.2%</b>

<b>TOTAL EDUCATION</b>		<b>\$9,313,149</b>	<b>\$9,789,648</b>	<b>5.1%</b>
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**PUBLIC WORKS**

**HIGHWAY DEPARTMENT (420):**

5110	Salaries and Wages	349,025	373,717	7.1%
5780	Expenses	140,850	345,850	145.5%
5781	Highway Building expenses	24,850	24,900	0.2%
<b>Total Highway Department</b>		<b>\$514,725</b>	<b>\$744,467</b>	<b>44.6%</b>

**SNOW AND ICE REMOVAL (423):**

5110	Snow and Ice Removal Overtime	30,000	30,000	0.0%
5780	Snow and Ice Removal Expenses	146,000	163,000	11.6%
<b>Total Snow and Ice Removal</b>		<b>\$176,000</b>	<b>\$193,000</b>	<b>9.7%</b>

**STREET LIGHTING (424):**

5210	Street Lighting Expense	10,000	9,500	-5.0%
<b>Total Street Lighting Expense</b>		<b>\$10,000</b>	<b>\$9,500</b>	<b>-5.0%</b>

**CEMETERY (491):**

5110	Salaries and Wages	609	624	2.5%
5780	Materials and Expenses	4,200	4,200	0.0%
<b>Total Cemetery</b>		<b>\$4,809</b>	<b>\$4,824</b>	<b>0.3%</b>

<b>TOTAL PUBLIC WORKS</b>		<b>\$705,534</b>	<b>\$951,792</b>	<b>34.9%</b>
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**HUMAN SERVICES**

**BOARD OF HEALTH (510):**

5110	Salaries and Wages	741	759	2.5%
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<u>Acct. #</u>	<u>Department</u>	<u>Approved FY 2019</u> <u>Budget</u>	<u>Proposed FY 2020</u> <u>Budget</u>	<u>%</u> <u>Difference</u> <u>from FY19</u>
5111	Clerical Wages	17,451	21,302	22.1%
5112	Vital Statistic Wages	200	200	0.0%
5113	Animal Inspector Wages	1,427	1,462	2.5%
5114	Sanitation Inspector Salary	44,107	46,350	5.1%
5780	Expenses	2,375	2,375	0.0%
5786	Special Projects	2,200	2,500	13.6%
<b>Total Board of Health</b>		<b>\$68,500</b>	<b>\$74,949</b>	<b>9.4%</b>
<b>NURSING (522):</b>				
5110	Nurse's Salary	1,000	2,000	100.0%
<b>Total Nursing</b>		<b>\$1,000</b>	<b>\$2,000</b>	<b>100.0%</b>
<b>COUNCIL ON AGING (541):</b>				
5110	Coordinator Salary-Meals	0	0	#DIV/0!
5780	Expenses	6,350	5,515	-13.1%
5781	Van Expenses	3,000	7,000	133.3%
5110	Salaries and Wages	54,912	56,285	2.5%
<b>Total Council on Aging</b>		<b>\$64,262</b>	<b>\$68,800</b>	<b>7.1%</b>
<b>VETERANS SERVICES (543):</b>				
5110	Veterans Agent Salary	229	234	2.5%
5300	Veterans Benefits	20,000	20,000	0.0%
5780	Veterans Services Expenses	300	308	2.7%
<b>Total Veterans Services</b>		<b>\$20,529</b>	<b>\$20,542</b>	<b>0.1%</b>
<b>TOTAL HUMAN SERVICES</b>		<b>\$154,291</b>	<b>\$166,291</b>	<b>7.8%</b>
<b><u>CULTURE &amp; RECREATION</u></b>				
<b>LIBRARY (610):</b>				
5110	Salaries and Wages	160,611	180,017	12.1%
5780	Expenses	67,980	72,640	6.9%
<b>Total Library</b>		<b>\$228,591</b>	<b>\$252,657</b>	<b>10.5%</b>
<b>PARKS AND RECREATION (650):</b>				
5110	Salary	24,250	24,856	2.5%
5780	Equipment and No Fee Programs Expense	3,920	5,340	36.2%
<b>Total Parks and Recreation</b>		<b>\$28,170</b>	<b>\$30,196</b>	<b>7.2%</b>
<b>HISTORICAL COMMISSION (670):</b>				
5780	Expenses	5,000	5,000	0.0%
5785	Project Expenses	1,200	1,200	0.0%
5780	Building Maintenance	7,000	7,000	0.0%
<b>Total Historical Commission</b>		<b>\$13,200</b>	<b>\$13,200</b>	<b>0.0%</b>
<b>CELEBRATIONS (640):</b>				
5780	Memorial Day	4,000	4,000	0.0%
<b>Total Memorial Day</b>		<b>\$4,000</b>	<b>\$4,000</b>	<b>0.0%</b>
<b>TOTAL CULTURE AND RECREATION</b>		<b>\$273,961</b>	<b>\$300,053</b>	<b>9.5%</b>

<u>Acct. #</u>	<u>Department</u>	<u>Approved FY 2019 Budget</u>	<u>Proposed FY 2020 Budget</u>	<u>% Difference from FY19</u>
<b><u>MATURING DEBT</u></b>				
5910	Maturing Debt-Principal (710)	260,000	260,000	0.0%
5915	Maturing Debt-Interest (750)	145,125	139,925	-3.6%
<b>TOTAL MATURING DEBT</b>		<b>\$405,125</b>	<b>\$399,925</b>	<b>-1.3%</b>
<b><u>EMPLOYEE BENEFITS AND INSURANCE</u></b>				
<b>EMPLOYEE BENEFITS:</b>				
5171	Pension Expense (911)	605,133	660,605	9.2%
5171	Unemployment Compensation (913)	12,500	12,500	0.0%
5171	Group Health Insurance (914)	1,175,000	860,110	-26.8%
<b>Total Employee Benefits</b>		<b>\$1,792,633</b>	<b>\$1,533,215</b>	<b>-14.5%</b>
<b>WORKERS COMP/GENERAL INSURANCE (942)</b>				
5740	Workers Comp & General Insurance	138,400	145,415	5.1%
<b>Total Workers Comp &amp; General Insurance</b>		<b>\$138,400</b>	<b>\$145,415</b>	<b>5.1%</b>
<b>TOTAL EMPLOYEE BENEFITS/INSURANCE</b>		<b>\$1,931,033</b>	<b>\$1,678,630</b>	<b>-13.1%</b>
<b>GRAND TOTAL ALL BUDGETS</b>		<b>\$15,616,224</b>	<b>\$16,267,488</b>	<b>4.2%</b>

## **TOWN MEETING GLOSSARY**

For your information, courtesy of the Boylston Board of Assessors

**APPROPRIATION** - Funds set aside by Town Meeting for a specific purpose, e.g. dump truck, or for a department, e.g. the Police Department

**CHERRY SHEET** - Named for the original color of the paper on which the state Department of Revenue printed its estimate of aid, as well as the amount of state and county assessments. Assessors must use cherry sheet estimates in developing the tax rate.

**FISCAL YEAR** - Massachusetts's cities and towns are required to operate on a fiscal- rather than calendar year basis. The state government's year runs from July 1 to June 30, and is referred to by the year in which June 30 falls; for example, fiscal year 1999 runs from July 1, 1998, through June 30, 1999.

**FREE CASH** - Funds available from the operations of the previous year including unspent appropriations unspent budget line items plus or minus the change in unpaid property taxes at year-end.

**LOCAL RECEIPTS** - Locally generated revenues, other than real and personal property taxes, including motor vehicle excise, investment income, fees, and charges.

**LOCAL AID** - Revenue allocated by the state to cities and towns, and school districts. Most aid is not restricted in purpose. Estimated aid is sent to cities and towns annually on the cherry sheets.

**LEVY LIMIT** - Under Proposition 2-1/2, the maximum amount a town can levy as taxes in a given year. A town may only increase its levy limit by 2-1/2 percent annually, plus new growth and any overrides.

**NEW GROWTH** - The taxing capacity added by new construction and other increases in the property tax base.

**OVERLAY** - The amount raised by the assessors, independent of Town Meeting, for a fund to cover property tax abatements that they granted during the fiscal year.

**OVERRIDE** - A referendum procedure by which a community, by popular vote, can either permanently increase its levy limit ("general override") or raise its levy limit to finance specific projects ("debt exclusion" or "capital outlay exclusion").

**RESERVE FUND** - Fund established at annual Town Meeting to cover extraordinary or unforeseen expenses during the fiscal year. Transfers require the approval of the Finance Committee.

**STABILIZATION FUND** - A town's savings account for "rainy days." Funds may be transferred for any legal purpose, but only by a two-thirds vote of those present at a town meeting.

**TRUST FUNDS** - Money given to the town, usually for specific purposes. The donor may specify if the original gift (the principal) or income derived from investing the principal may be used. For gifts where use is restricted, no Town Meeting approval is required, since the donor's wishes may not be overridden. Spending restricted funds for the designated purpose requires only the approval of the applicable governing body, e.g., the selectmen, school committee, or library trustees. The expenditure of unrestricted gifts or income thereof requires the approval of Town Meeting.

**WARRANT** - A document that sets forth the matters to be put in front of a Town Meeting for voters' consideration.

# *NOTES*

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